

CPCE STUDENT GUIDE & AGREEMENT SIGNATURE PAGE

CPCE STUDENT GUIDE & AGREEMENT SIGNATURE PAGE INSTRUCTIONS

This Signature Page document supports the CPCE Student Guide & Agreement which outlines the many CPCE services, processes, and action items about which a CPCE student must be aware for the successful completion of his/her program. Please sign, date, and return this Signature Page to the CPCE Enrollment Team following the instructions below.



Signature Page Submission Deadlines

Ideally, CPCE students should return the signed CPCE Student Guide & Agreement Signature Page to the CPCE Enrollment Team as soon as possible.

Because the Signature Page for the CPCE Student Guide & Agreement triggers so many important actions on the student's record, any student who submits the Signature Page after a specified deadline or later than 7 business days before classes begin cannot be guaranteed the opportunity to begin CPCE coursework in that particular term.

Signature Page Submission Instructions

Please return the signed and dated CPCE Student Guide & Agreement Signature Page ASAP to the CPCE Enrollment Team using one of the submission methods listed below. Please mark your submission: **ATTN: Director of Enrollment & Extension Services.**

- **Via Email:** cpceacademicservices@rowan.edu (You may paste the completed page into a body of an email or you may scan the complete page and send it as an email attachment. Email is the preferred method for submitting the Signature Page.)
- **Via FAX:** 856-256-5638
- **Via Snail Mail:** College of Professional & Continuing Education (CPCE), Rowan University, Education Hall, 3rd Floor, 201 Mullica Hill Road, Glassboro, NJ 08028

CPCE STUDENT INFORMATION & SIGNATURE

Rowan ID (if applicable/known)

Social Security Number _____ Date of Birth _____ (MM/DD/YYYY)

1. Legal name _____
last
first
middle

2. Other names that may appear on your academic records _____

3. Home phone number _____ Work number _____ Cell number _____

4. Email address _____

*(Please write clearly. Per Rowan policy, all communication from the CPCE Enrollment Team will be sent to you via the email address you provide **until and unless** you are a matriculated student – at which point, your Rowan email address will be used.)*

BY MY SIGNATURE BELOW, I VERIFY:

- that I give CPCE permission to matriculate me in my proper CPCE program (if not already matriculated);
- that I give CPCE permission to perform the manual registration necessary for all CPCE coursework throughout my entire program;
- that I understand I am responsible for the charges generated by the above registration;
- that I have read, understand and agree to all of my responsibilities as a CPCE student as outlined in the CPCE Student Guide & Agreement document;
- and that I understand it is also my responsibility to follow Rowan University-wide policies.

CPCE Student Signature

Date

(If you are submitting this information pasted within the body of an email, include next to your name the statement: "Please accept this as my electronic signature.")